

RENEWAL - SPECIAL ORDER NOTICE

TO: «OPERNAME»
«COMPANY»
«ADDRESS1»
«ADDRESS2»
«CITYSTZIP»

FROM: Conrad T. Spangler, III, Director

DATE: «DATE»

On the «DEADLINFUL», Mineral Mining Permit No. «PN» will expire.

- A. If this permit is to be renewed, the following material must be submitted to your Division of Mineral Mining (DMM) mine inspector «INSPRNAME» no later than «PRIORANNDT».
1. Yearly Progress Report
 2. License Renewal Application
 3. Two copies of a renewal map

Your mine inspector's mailing address is «INSPRADDR».

Please **do not** send any bonds or renewal fees to the mine inspector. These should be mailed directly to the DMM Charlottesville office at the time of final submittal.

The documents sent to the mine inspector will be reviewed and a renewal inspection will be conducted on the mine permit within 30 days of receipt of the materials. If you wish, you may contact your mine inspector at «INSPRPHONE» to make arrangements to accompany him on this inspection.

Upon completion of the review and inspection, the mine inspector will return all materials to you. Any corrections noted in the review should be addressed and these materials along with the required bonding (see attachment) and renewal fees (see attachment) must be received in the Charlottesville office no later than 5:00 p.m. on the «ANNIVFULL».

- B. If mining has ceased and the operator is in the process of completing the reclamation work, this permit is to be renewed and the following materials must be submitted to your DMM mine inspector, at the above referred address, no later than «PRIORANNDT».
1. Letter to the Director, Division of Mineral Mining, Charlottesville, stating:
 - a. Your intentions to let the permit expire.
 - b. The date the Division of Mineral Mining Charlottesville office can expect completion of the reclamation work.
 2. Yearly progress Report
 3. License Renewal Application
 4. Two copies of a renewal map

Please **do not** send any bonds or renewal fees to the mine inspector. These should be mailed directly to the DMM Charlottesville office at the time of final submittal.

These documents will be reviewed and the permit inspected by your DMM mine inspector within 30 days of receipt of the materials. Arrangements may be made to accompany the mine inspector on the site inspection. After review of the documents they will be returned to you for any corrections. These materials along with the required bonding (see attachment) and renewal fees (see attachment) must be received in the Charlottesville office no later than 5:00 p.m. on the «ANNIVFULL».

PLEASE NOTE EITHER PARAGRAPH A OR B PERTAINS TO PERMIT NO. «PN» AND MUST BE ACTED UPON NO LATER THAN 5:00 P.M. ON THE «ANNIVFULL».

FAILURE TO COMPLY WILL RESULT IN A NOTICE OF NON-COMPLIANCE BEING ISSUED.

Attachments
DMM-106
Rev. 04/02